

**GRANT APPLICATION**  
**Revised December 2013**

**\*\*PLEASE NOTE: Applications accepted only once a year, for July 1 deadline\*\***

**Please submit 25 copies unbound on three-hole punched paper to:**

JUSFC  
1201 15th Street, NW  
Suite 330  
Washington, DC 20005

**Please email a copy of entire proposal including narrative, budget and any back-up materials to [grants@jusfc.gov](mailto:grants@jusfc.gov)**

**For arts, film or other proposals as appropriate: Please include 20 copies of any DVD or CD you wish to attach as back-up material OR preferably, provide a link to any relevant media available on the internet**

**Date: \_\_\_\_\_**

**Name of Submitting Institution:**

**Name, Address, Phone Number/Fax Number/e-mail address of Project Director/Contact:**

**Congressional District:**

**DUNS Number: Please call 1-866-705-5711 or go to the following link for more information:**

**[http://www.whitehouse.gov/sites/default/files/omb/grants/duns\\_num\\_guide.pdf](http://www.whitehouse.gov/sites/default/files/omb/grants/duns_num_guide.pdf)**

**\*Important\* Please note your DUNS number must be updated yearly and registered at [www.sam.gov](http://www.sam.gov).**

**Project Title:**

**Requested Grant Amount:**

**Proposed Time Frame of Project:** (include date grant funds are needed)

**Project Objective:** (one paragraph)

**Project Impact:** (one paragraph)

**Project Description:** Attach a maximum of four single-spaced, typed pages. **INCLUDE full discussion of impact project will have on its field.**

**Names and Relevant Experience of all Personnel Associated with Proposed Project:** (submit Curricula Vitae separately. Note: **Cvs must be limited to 2 pages.**)

**Project Budget:** Attach a maximum of two pages. Indicate all categories of expenditure, showing line items and total of projected expenses. In addition to Commission grant, indicate how all other sources of in-hand or projected income will be used. The Commission allows a maximum of fifteen (15) percent in **INDIRECT COSTS** or **OVERHEAD EXPENSE** on the direct costs requested, where warranted. If either is requested, provide justification for request. *Failure to do so will result in these costs not being considered.*

**Summary of Budget, Including List of Participating Organizations and Indication of In-hand or Potential Support From These and Other Sources:**

*I, \_\_\_\_\_, hereby certify under penalty of perjury  
(insert name of appropriate official from submitting institution)  
that applicant is not in a delinquent or defaulted status to any Federal agency or  
program.*

**SIGNATURE:** \_\_\_\_\_

**TITLE:**\_\_\_\_\_